

~~ADMINISTRATIVE~~

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FORMAT FOR BRIEFING THE DIRECTOR ON
PERSONNEL DEVELOPMENT PROGRAMS

- I. A presentation of the number and percentage of positions in grades GS-15 through GS-17 which will require replacements in each of the three fiscal years 1973-75 and with reference to the significant functional areas concerned.
- II. A presentation of the number and percentage of officers in grades GS-13 through GS-15 who are slated for additional experience and/or training in preparation for the above assignments and with particular reference to the impact of these plans on:
 - A. Intra and inter-office and Directorate rotation;
 - B. In-house training requirements; and,
 - C. External training requirements.

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